



# Town of South Kingstown Economic Development Commission

## Meeting Minutes

Wednesday, November 5, 2025 at 6:00 PM

Neighborhood Guild, Lounge

325 Columbia Street, Wakefield, RI

[www.southkingstownri.gov](http://www.southkingstownri.gov)

Michael Gagas, Chair  
Randy Apuzzo, Vice Chair  
Andrew Holt, Secretary  
Thomas Routliffe  
Ken Tetzner  
Susan Marcus  
Josh Gilman  
Ian Clark  
Jack Cadman  
Kirk Brown  
Gerry Schaffert

### A. Call to Order:

### B. Roll Call:

**Members Present:** EDC - Chair Michael Gagas, EDC - Vice Chair Randy Apuzzo, EDC - Member Kirk Brown, EDC - Member Joshua Gilman, EDC - Member Tom Routliffe, EDC - Member Gerry Schaffert

**Members Absent:** EDC - Secretary Andrew Holt, EDC - Member Jack Cadman, EDC - Member Ian Clark, EDC - Member Susan Marcus, EDC - Member Ken Tetzner

**Staff Present:** Brian Wagner

### C. Approval of Minutes:

1. 10/1/2025 Draft Minutes

Mr. Routliffe moved to approve the 10/1/2025 minutes. Mr. Gilman seconded the motion and the motion passed by unanimous vote of the board.

### D. Correspondence & Public Comment:

### E. Old Business:

1. EDC Surveys - Status report and discussion regarding the Innovation Center and Workforce surveys.

**EDC Workforce Survey:** Mr. Apuzzo said that the survey is too complex and that he wants to simplify it and ship the survey to Ian Clark at SK Health.

**Community Workspace Survey:** The survey got over 25 responses even though it was only distributed through the Chamber of Commerce. Looking to distribute on social media next. Committee went over the data table and summary document. Small discussion about WES site related to the potential use for community workspace. Asking Brian to post the survey to the town website to get more responses. Also going to post on social media. When the survey is complete, EDC will provide a report to local businesses owners who could be interested in running a shared working space.

- Joshua knows a site where there are already small offices for rent and will reach out.
- Randy will reach out to the owner of Whalers (Palisades Mill) property.
- Gerry mentioned South Kingstown office park has \$500/mo offices, some vacancy available.

2. Old Tower Hill Road Neighborhood Plan - Discussion regarding the draft Form-Based Code ordinance. Review of draft video PSA. Possible action on public education and outreach or advisory recommendations to the Planning Board and Town Council.

Mr. Wagner says that the Planning Board is still working on the proposed code language and will provide the Council with a letter detailing recommended changes to the code.

Members viewed and Mr. Gagas discussed a video that he made discussing the benefits of the proposed ordinance. Recap of the discussion about the form-based code. EDC commented on the video and suggested various changes. Mr. Gagas will re-record the video in two versions: one for residents and one for land owners, and will give to Mr. Wagner for distribution.

3. Main Street R.I. - Discussion and possible action about the new Main Street RI Program being spearheaded by GrowSmart RI.

EDC is looking for a cohort (at least 3 people) to apply on behalf of the town. Mr. Wagner says the Planning Department wants to hear from the Council on the Town's commitment to following through with the plan. Susan or Ken should speak to the Council when it votes.

**F. New Business:**

**G. Staff Update & Planning Department Activities:**

1. Monthly Update on Business Development Projects - [Current Planning Applications](#)
  - Safe Harbors / Silver Spring Marina - Approved 10/16/2025
  - Village at South County Commons / Bldgs 26 & 28 - Final Plan approved.
  - Liberty Lane / South County Post & Beam - Application for expanded pavement - Incomplete
  - 82 Main St / Mixed Use Development - Preliminary Plan hearing on 11/25/2025
  - Lofts at Fairgrounds - Master Plan hearing opened on 10/28 and continued to 11/25/2025.
  - Greenhouse Dispensary - Proposed retail cannabis store at 711 Kingstown Road (former Clark Farms). Preliminary Plan hearing on 11/25/2025.

Mr. Wagner updated the EDC on the various projects outlined in the agenda.

Mr. Routliffe discussed the issue of water availability for the current residents and the new development.

**H. Recurring Discussion Topics:**

**I. New Discussion Issues & Future Agenda Items:**

**J. Adjournment:**

Mr. Gilman moved to adjourn the meeting. Mr. Apuzzo seconded the motion and the meeting adjourned by unanimous consent at 7:39 PM.